

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF 11/10/08

Convened: 6:30 p.m.

Present: David Menter
Kevin Johnston
Jeffrey Bryan
Andrew Artimovich
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register. The Board reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 11/04/08 meeting. Waldron made a motion to approve the minutes as written. Motion was seconded by Johnston, all voted in favor.

The Board reviewed the notes:

- The DRA has finally received all of the Exeter Regional Cooperative's paperwork for setting the tax rate. They hope to have the tax rate setting meeting on November 17th or 19th.
- The closing on the Lindon parcel is scheduled for Nov. 21st.
- November 7th was the last day of work for the temporary Highway employees.
- Matt Lowe of Hoyle, Tanner (the engineering firm for the Crawley Falls Bridge) said they will not need to access Mr. Musso's property again until the construction phase which he doesn't anticipate will take place until 2010.
- The Board would like Town Counsel to move on a motion of contempt for Mr. Knowles based on information received by Johnston last week.
- The Selectmen would like Gil to see what is going on at Bessie's as there appears to be major construction, yet there has not been a building permit issued.
- Bryan made a motion, seconded by Artimovich, to once again have the Selectmen sponsor the Brentwood Tree Limo Service. All voted in favor.
- Menter signed the purchase and sales agreement for the Lindon parcel.

Wayne Robinson, Road Agent was in to present their budget:

Summer

Salaries: Includes COLA only for all employees.

Overtime: Level funded at \$4,000

Health Insurance, Life Insurance, Dental Insurance, FICA/Medicare, NH Retirement, and Short term disability: All contracted/mandated amounts.

Training/Education: Requesting \$500. Down from \$700 in '08.

Telephone/Pagers: Level funded at \$1,900.

Cut Brush/Trees, Electricity: Both level funded from '08.

Heating Oil, Fuel: Due to the increase cost, the heating oil line is being increased from \$5,000 to \$6,300; the fuel line is being increased from \$15,000 to \$28,000.

Equipment Rental/Mowing: Proposed for a \$2,000 increase to \$6,500.

Office Supplies, Building Maintenance: Are requesting level funding.

Vehicle Maintenance/Repairs: Looking for an \$8,000 increase.

Cold Patch: Is proposed at a \$1,000 decrease to \$1,500.

Supplies/Parts, Signs/Tools, Culverts/Basins, Crushed Stone/Gravel, Mowing Equipment, Uniforms, Road Reconstruction, Equipment/Radio, Equipment Payments, Highway Truck Lease:

All are requested at level funding.

Guard Rails: Is budgeting for an increase to \$2,000.

Hand Tools: The highway department has been using funds from the sale of metals to purchase hand tools. The Selectmen are now requiring that the money from the sale of metals be put into the General Fund and the hand tools purchased from the budget. Therefore, the Selectmen are requesting that this line be increased from \$500 to \$3,000.

Total Summer Highway Budget: \$350,369 which represents a 10.32% increase over '08.

Snow Removal

Salaries: For full-time employees is included in the other salary line item.

Seasonal Employees: \$1,000 - is a \$2,000 increase over '08.

Overtime: Level funding at \$10,000.

FICA/Medicare: Is a percentage of salaries.

Equipment Maintenance, Equipment Rental: Both proposed for level funding.

Sand/Salt/Cold Patch: Price has increased drastically from 2008. The result is an increase from \$45,000 to \$71,908.

Parts: Requesting an increase to \$3,500.

Total Snow Removal Budget: \$105,939 – up 36.41% from '08.

Police Chief Wayne Robinson, Lieutenant David Roy, and Secretary Christine Belanger were in to present the Police Budget for 2009:

Salary & Secretary: All police department personnel have been budgeted for the 2.3% cola only.

Administration, Investigator, Private Duty, Overtime, In Lieu of Insurance, Court Fees, Training, and Firearms Qualifications: Are requesting level funding.

Health Insurance, Life Insurance, Dental Insurance, FICA/Medicare, Deferred Comp, NH Retirement, and Short Term Disability: Are all contracted or mandated figures.

Prosecutor: Proposed salary is \$10,000

Computer Support: Is being recommended to decrease as we hope to decrease the scheduled tech visits and IMC support would be included in a different line.

Telephones/Pagers, Mutual Assistance, Cruiser, Dues & Subscriptions, Supplies, Mileage, Uniforms, Miscellaneous, and Equipment: are all requesting level funding.

Gasoline: With the increased price, this is budgeted to increase from \$22,500 to \$25,000.

Vehicle Repairs/Maintenance: Selectmen recommend increasing this to \$10,000.

IMC Software & Support: The PD is requesting a new line for this. It includes a new software package which would connect 4 PD mobile units to the Rockingham County Sheriff's Office. Also included is the annual maintenance, installation, and broadband access.

Total Budget: \$619,066 which is a 3.2% increase from 2008

The Selectmen reviewed and voted on the following budgets:

- **Library** – Julie presented a revised budget which reflects the actual figures for insurances and the discontinuation of deferred compensation. Bryan made a motion to accept the revised budget in the amount of \$179,636. The motion was seconded by Johnston; all voted in favor.

- **Treasury** – Bryan made a motion, seconded by Artimovich, to approve the treasury budget in the amount of \$8,524. All voted in favor.
- **Fire Dept** – Julie distributed budget worksheets with the Fire Dept requests filled in. Julie made note that the FD Salaries line is actually a 9.2% increase over the *accepted* budget amount for 2008. The *request* for 2008 was \$5,000 more and the 2.3% increase for 2009 was figured on this higher figure. If the 2.3% increase is based on the approved figure it would be \$76,492. The resulting FICA/Medicare would be \$5,485. Bryan made a motion to approve the FD budget with a change in the Salaries line to \$76,492 and FICA/Medicare of \$5,485. Motion was seconded by Waldron; all voted in favor. Total bottom line FD budget as approved is \$271,902 – a 9.6% increase.
- **Planning Board** – The Selectmen discussed Bruce Stevens' request for a 1-step increase for the Planning Board Secretary. Other departments have not been granted step increases for employees this year that received one last year, and this position did receive a step increase last year. If the job responsibilities had changed or greatly increased, that would give good reason for the merit increase; however the number and intensity of Planning Board hearings has decreased. Therefore, they feel they can not justify a step increase this year. Bryan made a motion to accept the Planning Board budget with the COLA only for the secretary, and the adjusting FICA/Medicare & NH Retirement figures. Waldron seconded the motion; all voted in favor. The total Planning Board budget approved is \$81,998 which is a .8% increase from 2008.

Johnston made a motion to go into nonpublic session per RSA 91-A:3, II(a) to conduct Robinson's employee evaluations as Road Agent and Police Chief. Motion was seconded by Artimovich. Menter, Johnston, Bryan, Artimovich, and Waldron voted in favor. At 8:45 p.m. Bryan made a motion, seconded by Artimovich, to return to public session and seal the minutes. Menter, Johnston, Bryan, Artimovich, and Waldron voted in favor.

Robinson then presented the Animal Control budget:

Salaries: Last year's budget was based on Don Tilbe being the animal control officer. The '09 budget is based on the officers continuing to take animal control calls during the weekdays and Steve Arkell taking them evenings and weekends.

FICA/Medicare: Is a % of salaries.

Training: Is being reduced to \$200

Telephone: \$1 to keep line open.

Veterinary Service: Requesting an increase to \$250.

Mileage & NHSPCA: Are requested for level funding.

Equipment: Is being reduced to \$600.

Total Budget: of \$4,042 is a 30% decrease from '08.

Johnston made a motion to approve the ACO budget as presented. Artimovich seconded the motion; all voted in favor.

At 9:00 p.m. Bryan made a motion, with a second by Artimovich, to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens

